

**PATHWAYS ACADEMY ADULT EDUCATION**  
**Regular Meeting of the Board of Directors**  
**Virtual/Zoom Conferencing**



**ADULT EDUCATION**

**Minutes**

**Tuesday, September 12, 2023**  
**Regular Meeting Begins at 9:00 a.m.**

**The meeting will be held in person.**  
**Location: 24641 Washington Ave**  
**Murrieta, CA 92562**

**Telephonic locations:**  
1430 5th Street, Imperial Beach, CA 91932

**Join by telephone or via Zoom conferencing link below:**

**Dial In: 1-669-900-9128**

**Meeting ID: 854 5541 9693**

**Join URL: <https://us06web.zoom.us/j/85455419693>**

**1. CALL TO ORDER AND ROLL CALL**

Time: 9:00 a.m.

**1.1. Roll Call**

Rudy Kastelic	Chair	<i>Present</i>
Thomas Schaaf	Vice Chair	<i>Present</i>
Charlie Padilla	Chief Financial Officer	<i>Absent</i>

**2. APPROVE/ADOPT AGENDA**

It is recommended the Board of Directors adopt as presented, the agenda for the Regular Board meeting of September 12, 2023.

Moved by TSchaaf

Seconded by RKastelic

Roll Call Vote:

Ayes   Nays   Abstained   Absent

Rudy Kastelic

X

Thomas Schaaf

X

Charlie Padilla

X

***Motion carried, 2-0.***

**3. PUBLIC COMMENT - CLOSED SESSION**

The public has a right to comment on any items of the closed session agenda. Members of the public will be permitted to comment on any other item within the Board’s jurisdiction under section 8.0 Public Comments at Board Meetings.

*There were no public comments.*

**4. ADJOURN TO CLOSED SESSION**

Time: 9:02 a.m.

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 5.0.

Moved by TSchaaf	Seconded by RKastelic			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla				X
<b><i>Motion carried, 2-0.</i></b>				

**5. CLOSED SESSION**

Conference with Legal Counsel – Existing Litigation Gov. Code section 54956.9(d)91)

- a. Teshami Reid v. The Collaborative Charter Services Organization, et al.
- b. Yvette Lares v. The Collaborative Charter Services Organization, et al.

**6. RECONVENE REGULAR MEETING**

Time: 9:48 a.m.

*Thomas Schaaf, Vice Chair, reported the board took no action.*

**7. PLEDGE OF ALLEGIANCE**

Led by: **Thomas Schaaf**

**8. PUBLIC COMMENTS/RECOGNITION/REPORTS**

Please submit a Request to Speak to the Board of Directors using the chat feature on the right hand side of the Zoom platform. Please state the agenda item number that you wish to address prior to the agenda item being called by the Board President. Not more than three (3) minutes are to be allotted to any one (1) speaker, and no more than twenty (20) minutes on the same subject. This portion of the agenda is for comments, recognitions and reports to the Board and is not intended to be a question and answer period. If you have questions for the Board, please provide the Board President with a written statement and an administrator will provide answers at a later date.

*There were no public comments.*

**9. CORRESPONDENCE/PROPOSALS/REPORTS**

- 9.1.** School Highlights Presented by Jarom Luedtke (Executive Director): Special WIOA Guest, Adrineh Terantonians (Regional Director at Equus Workforce Development); New staff introductions; Retreat dates: November 13-15, 2023
- 9.2.** Intervention Plan, Presented Starla Tyler (Assistant Director)
- 9.3.** Fiscal Update, Presented by Rebecca Henry (Charter Impact Director of Client



**11.2. (Action) Approval of the 2022-23 Education Protection Account (EPA) Final Expenditure Report**

It is recommended the Board approve the 2022-23 Education Protection Account (EPA) Actual Expenditures for Pathways Academy Adult Education.

Moved by TSchaaf	Seconded by RKastelic			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla				X

***Motion carried, 2-0.***

**12. POLICY DEVELOPMENT**

**12.1. (Action) Approval of New Board Policy**

It is recommended the Board approve the proposed policy. This policy will allow the Board to address any related complaints or issues that may be raised in the school/work environment.

**4000 Series - Personnel**

4175-PAAE Professional Development Reimbursement Policy

**Fiscal Impact:** Approximately \$8,000 annually

Moved by TSchaaf	Seconded by RKastelic			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla				X

***Motion carried, 2-0.***

**13. ORGANIZATIONAL STRUCTURE OF THE BOARD**

**13.1. (Action) Reappointment of Board of Directors and Terms**

It is recommended the Board approve the reappointment of Board of Director Thomas Schaaf.

The Bylaws of Pathways Academy Adult Education state in Article VII Board of Directors:

*“Section 5. DIRECTORS’ TERMS. The initial Board of Directors shall be appointed for five (5) years. At the end of the Board of Directors’ initial term, directors will be appointed to one, two, and three-year staggered terms, as determined by the initial Board of Directors. Thereafter, each director shall hold office unless otherwise removed from office in accordance with these bylaws for three (3) years and until a successor director has been designated and qualified.”*

*Rudy Kastelic, Chair, motioned to reappoint Vice Chair, Thomas Schaaf's term as follows:*

1. *Thomas Schaaf will serve a 3 year term, expiring on October 27, 2026.*

**14. PUBLIC COMMENT - CLOSED SESSION**

The public has a right to comment on any items of the closed session agenda.

*There were no public comments.*

**15. ADJOURN TO CLOSED SESSION**

Time: 11:53 a.m.

The Board will consider and may act on any of the Closed Session matters listed in Agenda Item 16.0.

Moved by TSchaaf	Seconded by RKastelic			
<u>Roll Call Vote:</u>	<u>Ayes</u>	<u>Nays</u>	<u>Abstained</u>	<u>Absent</u>
Rudy Kastelic	X			
Thomas Schaaf	X			
Charlie Padilla				X
<b><i>Motion carried, 2-0.</i></b>				

**16. CLOSED SESSION**

- Public Employee Performance Evaluation Pursuant to Government Code 54957
- a. Performance Evaluation - Goal Setting, Executive Director

**17. RECONVENE REGULAR MEETING**

Time: 12:34 p.m.

*Thomas Schaaf, Vice Chair, reported the board took no action.*

**18. CALENDAR**

The next scheduled meeting will be held on December 12, 2023 at 9:00am.

- The Board will inform the Executive Director thirty (30) days in advance if the board will be attending in-person at Warner Unified School District.
- Board members may participate telephonically under the pre-pandemic Brown Act rules. The Board will inform the Executive Director fourteen (14) days prior if they are participating telephonically. The meeting agendas must state the address or otherwise describe the location of the telephonic board member participation, which must be a public accessible location. The agenda must be posted at each telephonic location for a regular meeting 72 hours before the meeting and 24 hours before a special meeting.

**19. BOARD COMMENTS**

*The Board appreciates all the guests that attended today's meeting. They would like to continue to have staff and guests join the board meeting when possible. The Board appreciates the preparation that took place in regards to today's meeting. They commend the PACSAE team for their growth mindset. The Board would like a workshop that discusses the roles and responsibilities of Board members. Moving forward, they would like to have sufficient time to review the board meeting backup prior to each board*

meeting, including new policies. With this in place, the Board will no longer need a first reading for new policies. Lastly, they congratulate the Vice Chair, Dr. Thomas Schaaf, on his reappointment.

**20. CEO COMMENTS**

The CEO appreciates the Board and the Executive Assistant’s help and contribution. He appreciates all the PACSAE staff and looks forward to our next board meeting in December.

**21. ADJOURNMENT**

The Regular meeting of the Board of Directors adjourned at 12:41 p.m.

Moved by TSchaaf

Seconded by RKastelic

Roll Call Vote:

Ayes   Nays   Abstained   Absent

Rudy Kastelic

X

Thomas Schaaf

X

Charlie Padilla


X

***Motion carried, 2-0.***

Signed:

Signed:

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Rudy Kastelic  
Chair, Governing Board

Tabitha Richard  
Clerk, Governing Board